

7 September 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Training Report for the
Week Beginning 30 August 1972

I. Courses

a. At a 24 August meeting of the Working Group, which oversees the Drug Abuse Seminar, it was decided, based on projections by Central Processing of the number of employees destined for overseas, to continue the weekly seminar during the month of September. Personnel Officers will be asked to encourage unmarried and childless employees to attend the seminar before going overseas.

b. We have received 125 applications for the Information Science for Intelligence Functions Course starting on 11 September. The course can only accommodate 26 students. We have set the following quotas: CIA-12, NSA-7, DIA-5, and two slots to the military. There were 24 applicants from the Agency for this running. The Senior Training Officers established the priorities for each Directorate. We would like to conduct additional runnings of this course to meet the heavy demand, but because of tight scheduling and a limited instructional staff it would be most difficult.

2. Visit by Rear Admiral Mayo to Headquarters

General Walters will host Admiral Mayo, Defense Attache-designate to Moscow, at a luncheon on 20 September. Prior to the luncheon, Admiral Mayo will receive a series of briefings by Agency officials.

with various staff members. After briefing the group in the morning the undersigned hosted a luncheon in the Director's dining room.

4. Notes

On 29 August the [REDACTED] at the direction of the DCI, following a luncheon with seven CTs on 22 August, briefed the July 1972 CT Class on non-official cover operations. [REDACTED] Company installed a new antenna [REDACTED] for emergency radio communications [REDACTED] The link now works satisfactorily.... We have enrolled [REDACTED] of the CS Personnel Evaluation and Counseling Staff in USDA's new course, "Creative Career Development for Women". The course runs from 11-13 September.... The Defense Intelligence School has cancelled the 6 September - 15 December 1972 running of the National Senior Intelligence course because of a lack of enrollments. The course is rescheduled to begin in February 1973....

The ten members of the Upward Mobility Group IV were promoted to grade GS-03 just prior to being given their Agency job assignments.

5. Guest Speakers

Attached is a list of high-level guest speakers who will participate in OTR courses during the week beginning 11 September.



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HUGH T. CUNNINGHAM
Director of Training

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